I-READ
Mid-term Progress Report

(Narrative & Financial)
for
Beginning 2002 – July 1, 2003

Due in the I-READ Office: September 19, 2003

Indiana's Reading Excellence Action Demonstration Program
Indiana Department of Education

I-READ Mid-term Progress Report: Narrative
[This report should reflect only one school's mid-term progress.]

Date: _____   Corporation Name: _____

Corporation Number: _____   Grant Contact Person: _____

Person Submitting Mid-term Progress Report: _____   Signature: _____
<center>(Please Print)</center>

Name of the school: _____   **Type of Grant (LRI/TAS):** _____

INSTRUCTIONS: The purpose of the mid-term report narrative is to summarize the accomplishments throughout the first year of the grant period for both LRI and TAS. The report should be brief and concise, not exceeding 5 pages (single spaced, 12-point font) in length. Please use the following format for the report.

1. **Overall Goals and Objectives**: Discuss the extent to which the school's program achieved its planned goals, objectives, and activities. In this discussion, identify any major accomplishments that had an impact on reading achievement.

2. **Implementation Issues and Lessons Learned**: Discuss any implementation challenges and lessons learned that the school encountered throughout the first year of the grant. The following are issues you will want to address:
    - Curriculum and Instructional Materials
        (Include: The names of the adopted basal text (s) and the supplemental materials/texts as well as the types of library collections you have purchased with I-READ funds and are using to implement your I-READ Comprehensive Reading Plan.)
    - Professional Development
    - Assessments
        (Include: The names of all the assessments you are using in K-3 for reading.)
    - Coaching

3. **Achievement:** Discuss students' reading achievement in K-3 during this first year.

I-READ
2002-2003 DISTRICT MID-TERM BUDGET REPORT
[Budget reflects all schools.]

Date: _____   Corporation Name: _____

Corporation Number: _____Grant Contact Person: _____

Person Submitting Mid-term Budget Report: _____Signature: _____
(Please Print)
This Mid-term Budget Report is applicable to the following school/s: _____

SUBGRANT	AMOUNT OF AWARD
Local Reading Improvement (LRI	
Tutorial Assistance Subgrant (TAS)	

BUDGET CATEGORY		ORIGINAL ALLOCATION (Reflects district budget for ALL schools.)	FUND ACTIVITY (2002 – July 1, 2003)		REMAINING ALLOCATION for 2003-2004
Object	Description		TRANSFERS (-) (+)	EXPENDITURES (-)	
100 and 200	Salaries & Benefits				
300	Contracted Services				
	Travel				
400	Supplies & Materials				
500	Capital Outlay/Equipment				
600	Technology (Computer hardware, distance learning, software)				
Subtotal					
	Administration (no more than 5% of total award)				
	Restricted Indirect Cost Rate				
TOTAL					

EXPLANATIONS (if necessary):

I-READ
2002-2003 <u>SCHOOL</u> MID-TERM BUDGET REPORT
[This budget form should reflect only one school's budget.]

Date: _____   Corporation Name: _____

Corporation Number: _____   Grant Contact Person: _____

Person Submitting Mid-term Budget Report: _____   Signature: _____
(Please Print)
This Mid-term Budget Report is applicable to the following school: _____

SUBGRANT	AMOUNT OF AWARD
Local Reading Improvement (LRI	
Tutorial Assistance Subgrant (TAS)	

BUDGET CATEGORY		ORIGINAL ALLOCATION (Reflects budget for the school named above.)	FUND ACTIVITY (2002 – July1, 2003)		REMAINING ALLOCATION for 2003 - 2004
Object	Description		TRANSFERS (-) (+)	EXPENDITURES (-)	
100 and 200	Salaries & Benefits				
300	Contracted Services				
	Travel				
400	Supplies & Materials				
500	Capital Outlay/Equipment				
600	Technology (Computer hardware, distance learning, software)				
Subtotal					
	Administration (no more than 5% of total award)				
	Restricted Indirect Cost Rate				
TOTAL					

EXPLANATIONS (if necessary):